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# 2004-2005 MONTANA CULTURAL TRUST GRANT APPLICATION

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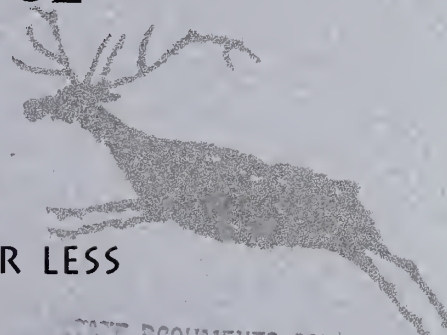
DEADLINE AUGUST 1, 2002

SPECIAL PROJECT

SPECIAL PROJECT—\$4,500 OR LESS

CAPITAL EXPENDITURE

OPERATIONAL SUPPORT



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**CULTURAL AND AESTHETIC  
PROJECTS ADVISORY  
COMMITTEE**

As of February 2002

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Mark Browning, Miles City

Marilyn Delger, Bozeman

Larry Pirnie, Missoula

Jim Taylor, Missoula

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**Appointed by the  
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John Brumley, Havre

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Kevin Kooistra-Manning, Billings

**Serving for the  
Montana Committee  
for the Humanities:**

Mark Sherouse, Missoula

# CULTURAL TRUST

In 1975, the Montana Legislature set aside a percentage of the Coal Tax to restore murals in the Capitol and support other 'cultural and aesthetic' projects. This unique funding source is a Cultural Trust, with grant money allocated every two years. Grant funds are derived from the interest earned on the Cultural Trust and, in 2004-2005, from the General Fund.

In 1983, the Legislature established a Cultural and Aesthetic Projects Advisory Committee with 16 members, half appointed by the Montana Arts Council and half by the Montana Historical Society. The committee reviews all grant proposals and makes funding recommendations to the Legislature, which determines who will receive grant funds. The Montana Arts Council administers the program for the Legislature.

## GRANT CATEGORIES

Applicants may apply for a grant in one of the grant categories outlined on the next two pages. Application forms are included at the back of this packet. Please read the instructions carefully. (Challenge grant applications for Endowment Development are available upon request from the Montana Arts Council.)

## PROJECTS

Applications must be for cultural and aesthetic projects, including but not limited to the visual, performing, literary and media arts, history, archaeology, folklore, archives, collections, research, historic preservation and the construction or renovation of cultural facilities.

Applications are encouraged for projects serving rural communities, racial and ethnic groups, the disabled, institutionalized populations, youth and the aging and projects addressing the role of women in Montana's cultural life.

## 1) SPECIAL PROJECTS

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These grants are for specific activities, services or events of limited duration, the expansion of ongoing programs or for organizations to meet defined needs, or generation of new sources of revenue.

The Citizens Advisory Committee is particularly interested in reviewing applications which:

1. Advance the arts in Montana;
2. Challenge traditional perceptions of Montana history;
3. Provide new models for organizations, management or collaboration.

### **Applications That Generate New Sources of Revenue**

The Legislature may require that grant funds be repaid from initial earnings of the project and that the Cultural Trust receive a royalty from future revenues.

### **Applications That Request Support for Arts and Cultural Education Projects**

Funds from the Cultural Trust may be requested to support projects that:

- enhance existing arts and cultural programs
- take a new direction or begin a new program
- are innovative
- serve as models
- address multi-cultural aspects of the arts or
- seek to form and support long-term partnerships among arts organizations, non-arts organizations, community groups and schools.

Although the legislature encourages applications for arts and cultural education projects, they will NOT support projects created to:

- meet school accreditation standards or other mandated requirements or
- supplant other funds for current or ongoing programs operated by schools, colleges or universities.

### **Applications to Establish Annual Regrant Programs**

In 1993 the Montana Legislature approved an initiative to develop annual regrant programs to serve all-volunteer or minimally staffed cultural groups in small rural communities. The program was created because applications from rural communities comprise a minority of requests and receive a lower percentage of Cultural Trust funding than do those from more populated communities. The Legislature also thought that a shorter planning timeframe (annual vs. biennial) would increase the opportunity for organizations in rural communities that are greatly dependent on volunteer administration to access these grant funds. It is anticipated that applications for regrant programs will generally be submitted to the Legislature by statewide cultural service organizations.

These annual regranting programs would generally serve communities of under 7,500 people. Each regrant made to organizations in these communities would be limited to a maximum of \$2,500 and fund only special projects or small capital expenditures.

It is the intent of this program to increase the amount of money available to small communities. Therefore, organizations administering regrant programs are encouraged to accept responsibility for raising additional funds to augment the moneys available to rural groups.

Regrants may be competitive or made on a first-come, first-serve basis and must be matched on the local level.

The re-granting organization must also demonstrate an ability to administer the application and review process. It is anticipated that either professional salaried staff or contracted service personnel will be required to administer a regrant program. The cost of administering any regranting program should not exceed 10 percent of regranted funds.



# GRANT PROGRAMS

## 2) SPECIAL PROJECTS REQUESTING \$4,500 OR LESS

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These requests may be submitted by organizations that are all-volunteer or employ no more than one half-time person and are well suited for small requests and for groups with little grant-writing experience.

## 3) OPERATIONAL SUPPORT

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These grants are for cultural institutions that have been formally organized for at least two years with an ongoing program and generally with paid professional staff.

*NOTE: Operational support grants are not intended to reduce the applicant's fund-raising efforts or support program expansion.*

Applications for operational support may also be considered in special circumstances including:

- The development of emerging cultural institutions - groups in the early stages of growth that otherwise meet the requirements for this category;
- Organizations with no local funding base;
- Organizations serving the entire state or a significant region of the state;
- Well-managed and established organizations confronting emergency situations (unforeseen circumstances that have a major effect on the organization and call for immediate action);
- Organizations recognized as essential to Montana's cultural life because of excellence of programming and length of service;
- Organizations providing a high ratio of cash match to their grant request.

## 4) CAPITAL EXPENDITURES

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These grants are for additions to a collection or for acquisition of works of art, artifacts or historical documents; historic preservation; or the construction or renovation of cultural facilities. Applications must include renderings, working drawings or photographs of the facility to be renovated, improved or constructed or the artifacts or artwork to be acquired. No more than 25% of the total grant funds appropriated by the Legislature may be used for capital expenditure grants.

*NOTE: See page 6 if the grant request applies to prehistoric or historic properties.*

## 5) CHALLENGE GRANT FOR ENDOWMENT DEVELOPMENT

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Forms are available under separate cover. Please call the Montana Arts Council at (406) 444-6430 or e-mail: [mac@state.mt.us](mailto:mac@state.mt.us).

# EVALUATION CRITERIA

*Funding recommendations will be based on these considerations:*

## **QUALITY OF THE PROJECT**

- Do the benefiting organization and its staff and/or volunteers have the technical, artistic and administrative abilities and experience to complete and implement the project within the grant period?
- Is the project creative, innovative, practical or beneficial?
- If the project will affect prehistoric or historic properties, what is the evaluation of the project by the State Historic Preservation Office?

## **CULTURAL IMPACT OF THE PROJECT**

- Will the project contribute to or improve the cultural development of the service area (community(ies), county(ies), region or state)?
- Does the project address an identified need within the service area?
- Will the project establish or augment an activity or service?
- Are the project's goals within the resource capability of the organization and is there a reasonable likelihood the goals will be attained within the grant period?
- Will the project benefit and be accessible to the public?

## **COST FACTORS OF THE PROJECT**

- Is the applicant requesting special project, operational, or capital expenditure support?
- Is the project cost-effective? How will the funds be spent? Is the cost reasonable?
- Is the relative level of local support demonstrated by cash match from local sources and/or donation of in-kind goods and services?
- Is there a mix of revenue sources for the project? If the application is being made by or on behalf of an organization that owns a cultural facility, what is the extent and type of local governmental support?
- What is the project's potential to stimulate other sources of funding or to become self-supporting?
- What is the probability the project will be accomplished within budget and with available resources?

# COMMITTEE CONSIDERATIONS

*Committee recommendations to the Legislature, when taken as a whole, will also address these considerations:*

## **GEOGRAPHICAL DIVERSITY**

The grants recommended should assist the entire state.

## **CULTURAL DIVERSITY**

The grants recommended should reflect and affirm the need for cultural and aesthetic projects and the unique perspective, skills, talents and contributions of **all** Montanans. They also should provide enrichment to the population at large. These projects encourage opportunities for all Montanans to create, participate in and appreciate the wide range of cultural and aesthetic activities regardless of age, sex, race, ethnic origin, income, physical and mental ability, or place of residence.

## **PROJECT DIVERSITY**

The grants recommended should serve a variety of interests and disciplines, including:

- Local communities or counties, multi-county regions and the state.
- Single sponsors and those that represent coalitions of organizations.

## **FUNDING DIVERSITY**

The grants recommended should represent a range of funding levels.

## **A NOTE FROM THE ARTS COUNCIL STAFF:**

We are working to reduce and streamline administrative processes for all grant programs.

- We cannot accept support materials after the postmark deadlines.
- All budget information, letters of support, and other supplemental materials must arrive by the postmark deadline.
- The Arts Council will be happy to do a preliminary review of applications upon request to ensure that all the necessary information has been provided and that budget figures are correct. In order to accommodate all applicants, the Arts Council will be able to do this only if materials are submitted to them no later than July 14, 2002.
- Applications will be provided to the Cultural and Aesthetics Committee members as submitted by the applicants.
- The Arts Council will not be able to telephone people for missing materials or budget corrections.

**The Arts Council has no decision-making authority over any application. The agency only provides administrative services for the Advisory Committee and the Legislature.**



# ELIGIBILITY

## APPLICANTS

Any person, association, group, or a governmental agency, may submit an application for funding.

All applications must, however, be officially sponsored by a governmental entity. This could be Montana state, county, city, town or Indian tribal governments. Examples of government sponsors are county art or historical museums, public libraries, public educational institutions or school districts, state agencies, city arts commissions or parks and recreation departments, and tribal cultural or education committees. Documentation of governmental status is required.

The government sponsor is the official applicant. It may itself seek funds, or it may sponsor the proposals of other persons, organizations, associations or coalitions. It must have accounting and financial services available and must bear ultimate legal and fiscal responsibility for the project, if funded.

*NOTE: It is the responsibility of those interested in developing proposals for Cultural and Aesthetic Project grants to negotiate with the government sponsor to make application. The Montana Arts Council will help identify an appropriate government sponsor.*

Non-profit organizations with statewide programs and/or services, or those serving a major region of the state or with a statewide arts and cultural constituency, may ask the Montana Arts Council to serve as their governing unit and fiscal agent. Organizations should not assume the Montana Arts Council will serve this role. This service must be requested and approved in writing before submission of application.

## WHY DO APPLICATIONS REQUIRE A GOVERNMENT SPONSOR?

When the Cultural Trust was originated in the mid-70s, the Legislature determined that government agencies or governmental departments should provide accounting and financial services to oversee these funds once granted to local organizations throughout Montana. At the same time, these governmental agencies also become more in tune with what is happening on the local cultural scene and just how valuable it is to the community and state.

## WHAT ARE THE OBLIGATIONS AND RESPONSIBILITIES OF THE GOVERNMENT SPONSOR?

These are itemized on the signature page of the grant application form. It states that the government sponsor will provide financial and accounting services and be fiscally and legally responsible for the completion of the project, if funded. Please see page 14.



# MATCHING AND OTHER REQUIREMENTS

## **MATCHING FUNDS**

These are funds other than Cultural and Aesthetic Project grants allocated or received by the grantee during the two fiscal years of the grant period and used exclusively for the project receiving Cultural and Aesthetic Project grant funds. Documentation of matching funds must be received by June 30, 2004.

## **SPECIAL PROJECTS UNDER \$4,500**

### **SPECIAL PROJECTS**

#### **OPERATIONAL SUPPORT**

Each grant dollar is to be matched with one dollar in cash or in-kind goods and services.

#### **CAPITAL EXPENDITURES**

Each dollar in grants is matched with three dollars in cash or in-kind goods and services.

### **ALL APPLICATIONS SUBMITTED FOR COUNTY OR MUNICIPALLY OWNED GOVERNMENT FACILITIES:**

1) For a cultural facility owned and operated by a county or municipality to be eligible for a Cultural Trust grant, the facility must receive financial support from that county or municipality. 2) For a cultural facility owned by a county or municipality, but operated by a non-profit organization, the facility must have, at a minimum, in-kind support for the facility from that county or municipality.

## **HISTORIC PRESERVATION PROJECTS**

Applicants proposing projects affecting prehistoric or historic properties or on those covered by historic preservation covenants shall:

1. Contact the State Historic Preservation Office (SHPO) to evaluate the possible impact on these properties and appropriateness of plans (see page 20).
2. Provide SHPO with all relevant information about the property and project plans.
3. Include with the application a letter from SHPO outlining how the project can proceed in a way that preserves significant historic or prehistoric properties. No funds will be released until such a letter is received by the Montana Arts Council.

**Moving Historical Buildings:** Although understandable and justifiable in some instances, the relocation of many historic buildings contributes significantly to the loss of Montana's priceless heritage and warrants close scrutiny. Once moved, a building most often loses its historical value; moving buildings is viewed as a last resort in historic preservation.

**Native American Antiquities:** As reflected by the passage of such legislation as the Native American Graves Protection and Repatriation Act (NAGPRA), professional museums and public agencies should now be committed to treating objects and materials important to Native Americans respectfully and, if possible and as tribes request, returning such materials for safekeeping to appropriate tribes. Specifically, public historical and interpretive facilities should actively be (a) understanding and cataloging the full range of existing Native American sacred objects, objects of cultural patrimony, human remains, and associated and unassociated funerary objects, (b) communicating personally with tribes to determine affiliation where possible, and (c) as requested by tribes, committing to return and repatriation of materials for which historical affiliations and associations can be understood. Under no circumstances is display of human remains appropriate.

The NAGPRA law is very serious legislation. Interpretation should be done with tribes and qualified professionals.





# How To Apply

## APPLICATION PROCEDURE FOR ALL GRANTS

1. Read this application packet carefully to determine the eligibility of your project.
2. Call the Montana Arts Council if you are a first-time or previously unsuccessful applicant.
3. Identify the appropriate government sponsor to submit the application and make the necessary fiscal and administrative arrangements with officials. (See page 5.)
4. Assemble all historical, descriptive, documentary and fiscal information needed to complete the applications.
5. Make sure that you accurately estimate project and/or organization revenue and expenditures. Know where reductions in expenditures can be made. If a smaller grant amount than you requested is granted, you will need to provide a revised budget.
6. Have the application form signed by the authorizing official of the government sponsor. Make sure that the official understands the government sponsor obligations and responsibilities listed on the application.
7. Prepare the required application narrative described at right.
8. Complete and include the checklist on page 12 and make the required copies of the completed form and support materials.
9. Send original and copies to: Cultural and Aesthetic Projects Advisory Committee, Montana Cultural Trust, PO Box 202201, 316 N Park Ave., Suite 252, Helena, MT 59620-2201.

*Please call the Montana Arts Council office if you have any questions.*

## POSTMARK DEADLINE

All applications must be hand delivered to the Montana Arts Council offices or display a postmark no later than August 1, 2002 at 5:00 PM. This deadline is established by law, and we are unable to make any exceptions. It is recommended that applications be sent by certified mail, return receipt requested.

## APPLICATION NARRATIVE

The application narrative will more fully describe your project or your operations. It must not exceed two single-spaced typewritten pages. Please do not use type smaller than 10 point or smaller than 12 characters per inch.

*Please select the grant category under which you are applying. As you type your narrative, please answer the questions asked at right. All questions must be addressed.*

## NARRATIVE QUESTIONS TO ANSWER

Also see APPLICATION NARRATIVE at Left.  
**SPECIAL PROJECTS UNDER \$4,500**

1. Description. Please describe your project.
2. Purpose or goals. What will your project accomplish?
3. Needs. What needs will your project address?
4. Evaluation. How will you determine if the results or outcomes have been achieved?

## SPECIAL PROJECTS

### CAPITAL EXPENDITURES

### OPERATIONAL SUPPORT

1. Need. Describe why the project or operational support is needed, other than financial reasons. How was this need determined?
2. Purpose or Goals. Describe what the project or organization will accomplish.
3. Major Tasks. Indicate the major tasks and when they will be undertaken.
4. Publicity and Accessibility. Describe how you will publicize the project or organization. How will you ensure the project or organization's program and/or services can be enjoyed by all?
5. Evaluation.
  - a. Special Projects and Capital Expenditure applications should describe what results or outcomes will be achieved. How will you determine this?
  - b. Operational support applications should describe how the organization's progress toward its goals will be evaluated.
6. Applications for New or Increased Staff: How will this position be supported after the grant period? What new sources of funds must be obtained? How will your organization accomplish this?
7. Applications for Annual Regrant Program must include the following in their materials:
  - a. A specific purpose for the grant program;
  - b. An application procedure including guidelines and review criteria;
  - c. A review process; and
  - d. An evaluation process.
8. Applications that Generate New Revenue: Please provide a separate plan that:
  - a. Describes the product, service or enhanced fund-raising activity;
  - b. Documents the need for such a project;
  - c. Delineates how it will be developed, marketed and financed;
  - d. Includes projected income figures.

# APPLICATION FORM DEFINITIONS

Check the appropriate grant category at the top of the form on page 13 for which you are applying for funding.

1. **Grantee:** The organization or group that will use the grant funds.
2. **Grant Title:** A descriptive title of the project no longer than seven words. This is the title your grant will always be called.
3. **Grant Amount Requested:** From line 19 on the budget forms.
4. **Project Description:** Many people find it easiest to complete this after they have written their entire application. This short paragraph will be given to the Legislative committee reviewing your application and will be the only written description they receive. Please make sure it is clear, to the point, and that it completely describes your project. Use only the space provided on the application form. Do not use type smaller than 10 point or 12 characters per inch.
  - a. **All Special Projects:** A brief description of activities that are the focus of the project.
  - b. **Operational Support:** A brief description of the grantee's programs, activities and/or services.
  - c. **Capital Expenditures:** A brief description of the project. If the project is part of a larger project, describe it also, please.
5. **Are you a tax-exempt (501) (c) (3)?**
6. **Are you a first-time applicant?**
- 7-12. **Income/Expenses:** Report the total fiscal activity of the grantee. This includes general, operating, board-designated, cash reserve, current unrestricted and restricted funds for operating purposes. DO NOT include any funds not expended or budgeted for operating purposes, such as acquisitions, endowment, fixed asset or plant, loan, and scholarship funds. Please use the most appropriate department, division or agency.
  - Last year** — Use actual expense and income figures for your last fiscal year.
  - This year** — Use total actual year-to-date and budget figures for the remainder of your current fiscal year.
  - Next year** — Use budget figures for your next fiscal year.
13. **Number of Volunteers:** The total number of volunteers participating in the project.
14. **Number of Individuals to Benefit:** The total audience, participants, students, etc. (excluding employees and/or paid participants) anticipated to benefit. Estimate for broadcasts or large public events. Estimate the direct benefit to the general population and those with special needs, such as disabled or institutionalized populations, racial or ethnic groups, youth or the aging.
15. **Project or Organizational Service Area:** Estimate the percentage of project expenditures directly serving the local area, regional area of Montana, or the entire state. These figures should add up to 100%.
  - Statewide** — a project or part of a project providing activities and/or services to the entire state. The project may be conducted by an organization with a statewide constituency and board of directors or a local or regional organization making the project available statewide.
  - Regional** — a project or organization providing activities and/or services to adjacent counties or Indian tribes in the same geographical area.
  - Local** - a project or organization providing activities and/or services to a city, town, community, county or Indian tribe.
  - Urban** — includes projects that serve the following cities: Billings, Bozeman, Butte/Silver Bow County, Great Falls, Helena, Kalispell/Flathead County, and Missoula.
  - Rural** — includes all communities OTHER THAN those defined as 'urban'. Define as 'rural' those projects that serve counties containing urban cities but that do not provide services to those cities.
16. **Cultural Facility:** Check the box that applies. A cultural facility is a building or number of buildings operated significantly for the purpose of presenting public programs and activities in one or more eligible projects. If not applicable, skip to Number 20.
- 17-18. **Ownership:** Who owns and operates the cultural facility? Check the boxes that apply for each and write the name of each.
19. **Support:** Check the boxes that apply and specify the level(s) of support. If in-kind support is being given, please specify the goods and services and their value. Also, please specify the number of mills appropriated for your cultural facility, if applicable.
20. **Indirect costs.** If the applicant, such as a college or university, has an indirect cost policy to defray overhead expenses and includes these costs in the project budget, indicate if they are used as match or are intended to be paid from the Cultural and Aesthetic Project grant.
21. **Affect to Prehistoric or Historic Properties.** Grantees proposing projects that may affect prehistoric or historic properties must seek an evaluation of the project from the State Historic Preservation Office (SHPO) and include a letter from SHPO with your application (see Eligibility, page 5).
- 22-23. **Assurances and Signature of Authorizing Official:** For an application to be considered for funding, it must be signed by the authorizing official of the government sponsor, with the title of the authorizing official and the date the application was signed.
  - All Montana University and college units' applications need to be signed by your Grants and Contracts officer.



# BUDGET DEFINITIONS

## BUDGET EXPENSES DEFINITIONS (pages 15-17)

1. **Employee Salaries & Fringe Benefits:** Payments to or for persons considered employees of the organization conducting the project.
2. **Contracted Services:** Payments to firms or persons for services of individuals not normally considered employees of the organization conducting the project, but consultants or employees of other organizations, whose services are specifically identified with the project.
3. **Space Rental:** Payments for rental of office, rehearsal, theater, hall, gallery and other such spaces.
4. **Travel:** All costs for travel directly related to travel of an individual or individuals. Include fares, hotel and other lodging expenses, food, taxis, gratuities, per diem payments, toll charges, mileage, allowances on personal vehicles, car rental costs, etc. Do not include expenses for trucking, shipping or hauling, which belong under "Remaining Operating Expenses," line 6.
5. **Marketing:** All costs for marketing/publicity/promotion. Do not include payments to individuals or firms which belong under "Employee Salaries" on line 1, or "Contracted Services" on line 2. Include costs of newspaper, radio and television advertising, printing and mailing of brochures, flyers and posters, and food, drink and space rental when directly connected to promotion, publicity or advertising. Fund-raising expenses should be entered under "Remaining Operating Expenses."
6. **Remaining Operating Expenses:** All expenses not entered in other categories. Include fund-raising, scripts and scores, lumber and nails, electricity, telephone and telegraph, storage, postage, interest charges, photographic supplies, publication purchases, sets and props, food consumed on premises, equipment rental, insurance fees, non-structural renovations or improvements, trucking, shipping and hauling expenses not entered under "Travel," line 4.
7. **Capital Expenditures:** Expenses for additions to a collection, such as works of art, artifacts, plants, animals or historic documents. Purchase of buildings or real estate, renovations or improvements involving structural change, payments for roads, driveways, or parking lots, permanent and generally immobile equipment such as grid systems or central air conditioning, etc.
8. **Total In-kind Contributions:** Total of the fair market value of donated services and supplies. The organization must maintain documentation of the type and value of in-kind contributions.
9. **Total Project Expenses:** The total of lines 1-8.

## BUDGET REVENUE DEFINITIONS (pages 15-17)

10. **Earned Income:** Revenue derived from the sale of admissions, tickets, subscriptions, memberships, etc.
11. **Contracted Services Revenue:** Revenues derived from fees earned through sales of services. Include sale of workshops, etc., to other community organizations, government contracts for specific services, performance or residency fees, tuition, etc. Include foreign government support.
12. **Other Revenue:** Revenue derived from sources other than those listed above. Include catalog sales, advertising space in programs, gift shop income, concessions, parking, investment income, etc.
13. **Corporate Support:** Cash support derived from contributions given for this project by businesses, corporations and corporate foundations.
14. **Foundation Support:** Cash support derived from contributions given for this project by private foundations. Include multi-state regional consortium such as WESTAF.
15. **Other Private Support:** Cash support derived from cash donations. Do not include corporate, foundation or government contributions and grants. Include gross proceeds from fund-raising events.
16. **Government Support:**
  - a **Federal:** Cash support derived from grants or appropriations given by agencies of the federal government.
  - b **State:** Cash support derived from grants or appropriations given by agencies of state government.
  - c **Local:** Cash support derived from grants or appropriations given by city, county, in-state regional and other local government agencies.

For lines 13-16: Indicate source and status of funds; i.e. pending, awarded, to be applied for, etc.

17. **Applicant Cash:** Funds from Applicant's present and/or anticipated resources that Applicant plans to provide for the project/operations.
18. **Total In-kind Contributions:** Same as line 8.
19. **The grant amount requested must equal the difference between total proposed expenses and total proposed applicant revenue.** Also must meet matching requirements (see page 6.)
20. **Total Project Revenue:** The total of lines 10-19. Must equal line 9.

# SAMPLE BUDGET DETAIL

Using our categories on budget pages 15-17, attach a detailed description of each year's expense and revenue budget items for the entire project, as in the following example. Expenses are assumed to be cash unless indicated as in-kind. If you have access to one, a computer spreadsheet works well to line out this detail.

## EXPENSES

## YEAR 2

### Employee Salaries & Fringe Benefits:

#### Administrative-Project Director salary:

1/2 time for 5 weeks @ \$15/hour plus 20% fringe benefits .....1,800

### Contracted Services:

#### Artistic

5 visual artists contracted for quarter time for 3 wks @ \$40/hour .....6,000

#### Travel

##### Instate travel for 3 days, 2 nights, 200 miles:

mileage .....62

meals .....69

lodging .....73

#### Space rent (in-kind)

Store front donation .....1,000

#### Marketing (in kind)

Layout and printing of brochure and poster donated .....1,000

**Total Expenses (must equal income) .....10,004**

## INCOME

### Earned Income

Sales-Admissions: 50 participants @ \$25 each .....1,250

Contracted Services: 2 workshops @ \$500 each .....1,000

### Contributed Income

#### Foundation Support

a. XYZ Foundation, received 8/15/97 .....1,194

b. Big Buck Foundation, pending .....1,200

**Total Cash Income: .....4,644**

**Total In-kind Contributions: .....2,000**

**Total Grant Amount Requested: .....3,360**

**Total Income .....10,004**

**What the grant funds will be used for:** The grant funds will be used to pay for the visual artists.

**FYI: Current state rates for in-state travel are:**

Mileage is 34.5 cents a mile

Lodging is \$36.40 per night (includes 4% bed tax)

Meals are \$23 per day



# ASSURANCES

## **Grant sponsor must provide assurance that:**

- Accounting and financial services are available and that they bear ultimate legal and fiscal responsibility for the project if funded.

## **Grant applicant must provide assurance that:**

- No person shall, on the grounds of race, creed, religion, color, sex, physical or mental disability, age or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity that results from the expenditure of grant funds.
- The organization will comply with the Fair Labor Standards Act in regard to the employment of professional personnel, mechanics and laborers and with the health, safety and sanitary laws of Montana. The applicant will provide such assurance to the

Montana Commissioner of Labor and Industry and the Secretary of Labor upon request.

- The organization will not use grants funds for lobbying, influencing legislation, or partisan political activity of any kind. (Hatch Act [5 U. S. C. 1501-1508] & Intergovernmental Act of 1970 as amended by Title VI of the Civil Service Reform Act. )
- The organization will comply with the Native American Graves Protection and Repatriation Act (NAGPRA) and Montana's Human Remains and Burial Site Protection Act (MCA 22-3-801 through 22-3-811). These two pieces of legislation require respectful treatment of human remains and objects of cultural patrimony. NAGPRA especially involves a specific process for inventorying and handling existing museum collections.

# GRANT PAYMENT/REPORT REQUIREMENTS

## **Notification**

Applicants will be notified of funding decisions shortly after the legislative session ends by May 1, 2001.

## **Payments**

Projects awarded \$4,500 or less may receive up to 95 percent of the grant amount in any fiscal quarter if the Cultural and Aesthetic Project account has funds available and if an examination of the costs incurred by the projects shows total payment is appropriate.

Projects awarded more than \$4,500 may receive up to 1/4 of the total grant after July 1, 2003; up to 1/2 after January 1, 2004; up to 3/4 after July 1, 2004; and the balance after January 1, 2005. In no case, will grants be released without receipt of any prior final reporting due to the Arts Council.

For all projects, 5% of the total grant award will be withheld until final reports are received by the Montana Arts Council. For grantees who in the past have submitted late reports, 30% of the grant award may be held pending receipt of final reports by the Council.

Challenge grants will be paid when the benefiting organization documents the specified match. Organizations failing to meet the total match

requirement within the grant period will be eligible to receive that portion of the grant that has been matched. The review committee will be apprised of an organization's inability to meet the total match.

## **Budget Modifications**

Grant awards are made as legislative appropriations for specific purposes. Once the proposal and budget have been approved, legislative action is needed to modify it. The Montana Arts Council has NO AUTHORITY to increase the grant award or to allow you to modify the scope or purpose of the award.

## **Reporting**

Expenditures must be reported and documented every six months. The reporting periods are July 1- December 31, 2003; January 1-June 30, 2004; July 1-December 31, 2004 and January 1-June 30, 2005. Forms and instructions will be provided by the Montana Arts Council. Grant payments will be made only after the grantee has filed a report for the prior six-month reporting period, even if no activity has occurred.

# WHAT TO MAIL CHECK LIST

✓ Check off each item as you complete the task.

## ALL APPLICATIONS:

- ☐ (This completed checklist)

Please collate all materials in the following order. Send one original and one copy (two complete sets) clearly labeled consisting of the following:

- ☐ The application form (page 13-14) and the applicable budget form (pages 15-18). See instructions on page 7.
- ☐ Application narrative, not to exceed two pages. See page 7.
- ☐ Budget detail describing each expense and revenue item for the entire project in detail (see page 10 for sample.)
- ☐ On your budget detail, please describe what your grant will be used for. See sample on page 10.
- ☐ Please double-check your budget to make sure that your income (line 9) equals your expense (line 20). These totals must be exactly the same or there is a problem with your budget.
- ☐ A resume of the project director and key staff, artists, contractors or volunteers. If position is vacant, include a job description.
- ☐ Organization history
- ☐ No more than 5 current letters of support
- ☐ Supplemental material you feel will help the committee better understand your project/organization.
- ☐ Documentation from the constituency to be served if the project will significantly address those with special needs (see number 14 on the application form, page 13.)
- ☐ Letter of agreement between the grantee and the State Historic Preservation Office, if applicable (see Historic Preservation Projects, page 6).

We will bind all applications forms for Advisory Committee use and ask that you:

1. Use standard 8-1/2" x 11" paper.
2. DO NOT send double-sided or duplex copies
3. Collate all materials in the order listed above.
4. Use paper clips instead of staples.
5. Do not bind your application. This will be done for you.

## RETURN COMPLETED APPLICATIONS TO:

Cultural and Aesthetic Projects  
Advisory Committee  
c/o Montana Cultural Trust  
PO Box 202201  
316 N. Park Avenue, Suite 252  
Helena, MT 59620-2201

Postmark Deadline: 5:00 PM on August 1, 2002

- ☐ Documentation of kind(s) and level(s) of local government support for cultural facilities, if applicable (see Matching Requirements, page 6.)
- ☐ Job descriptions if the project expands current staff or adds new staff. It should include job title, qualifications, responsibilities and activities.

## ALL APPLICATIONS

One copy of:

- ☐ Drawings, photographs, slides (no more than 10), 16mm motion picture film, VHS videotape, phonograph records, CDs, or audiocassettes.
- ☐ A letter from your governmental sponsor saying that they agree to be your sponsor, that they are a bona-fide government unit able to receive state funds, that they have accounting and financial services available and bear legal and financial responsibility for the grant.

## FOR SPECIAL PROJECT APPLICATIONS

- ☐ Financial statements for the most recently completed two fiscal years.

## IF APPLICABLE

Two copies of:

- ☐ A plan for projects that generate new sources of revenue (see page 2 and page 7)
- ☐ Annual Regrant program guidelines, process, evaluation (see page 2 and page 7)

## FOR OPERATIONAL SUPPORT APPLICATIONS:

Two copies of:

- ☐ An explanation if your operating budget for FY 2002 is over 5% higher than for FY 2001 (see page 16).
- ☐ Financial statements for the most recently completed two fiscal years.
- ☐ Budget for your current fiscal year.

## FOR CAPITAL EXPENDITURE APPLICATIONS ONLY

Two copies of:

- ☐ Financial statements for the most recently completed year.
- ☐ A description of how you are going to pay for and operate and maintain the facility.
- ☐ An itemized budget for operating and maintaining the facility for the year after the project is completed. Please see page 18 for more information.
- ☐ Renderings, working drawings or photographs of the facility to be renovated, improved or constructed or the artifacts or artwork to be acquired.

All supplemental material must accompany the application. See bottom of page 4.



FY2002-2003

PLEASE TYPE OR PRINT  
Please see page 8 for definitions.MONTANA CULTURAL TRUST  
APPLICATION FORM

## Grant Category (Check One)

- ☐ 1) Special Project  
☐ 2) Special Project Under \$4,500  
☐ 3) Operational Support  
☐ 4) Capital Expenditure

Challenge Grants for  
 Endowment Development:  
 Call the Arts Council at  
 (406) 444-6430 for a form.

1. Grantee:

2. Grant Title:

3. Grant Amount Requested:

4. Project Description (Complete in space provided. DO NOT reduce copy.)

5. Are you a (501) (c) (3) non-profit organization? ☐ Yes ☐ No6. Is this your first Cultural and Aesthetics grant application submitted? ☐ Yes ☐ No

7. Last Year Operating Income

9. Present Year Operating Income

11. Next Year's Operating Income

8. Last Year Operating Expenses

10. Present Year Operating Expenses

12. Next Year's Operating Expenses

13. # Volunteers Involved

15. How does your project or organization serve the state?

Urban %

Rural %

Total %

14. Individuals to Benefit

Statewide

General Audience

Region of the state (counties or tribes)

Special Populations

Local

Total to Benefit

Total

100%

## Below Is For Office Use Only

## Project Category:

- ☐ Art  
☐ History  
☐ Other Cultural

## Community Type

- ☐ Rural  
☐ Urban  
☐ Statewide

Applicant Status: ☐ ☐Applicant Institution: ☐ ☐Applicant Discipline: ☐ ☐ ☐Project Discipline: ☐ ☐ ☐Type of Activity: ☐ ☐Project Type: ☐ ☐ ☐Arts Ed: ☐ ☐Touring/Presenting: ☐ ☐

Date Received: \_\_\_\_\_

Grant Number: \_\_\_\_\_

History Number: \_\_\_\_\_

Grant Category: \_\_\_\_\_

16. Is this application being made by or on behalf of an organization which owns a cultural facility? ☐ Yes ☐ No (If no, skip to 20)

17. Who owns this cultural facility?  
(Please provide the names of the owners and type of organization.)

☐ Non-profit corporation

☐ For-profit corporation

☐ Municipality

☐ County

☐ Other (name) \_\_\_\_\_

18. Who operates the facility?  
(Please provide the names of the operators and type of organization)

☐ Non-profit corporation

☐ For-profit corporation

☐ Municipality

☐ County

☐ Other (name) \_\_\_\_\_

19. If the facility is owned by a municipality or by the county, what kind and value of support is given to the facility annually? (Please see matching requirements page 7.)

☐ Not applicable

☐ Other Cash: \$ \_\_\_\_\_

☐ In-Kind: \$ \_\_\_\_\_

☐ General Funds: \$ \_\_\_\_\_

☐ Mill Levy: \$ \_\_\_\_\_ # Mills \_\_\_\_\_

☐ Total Value: \$ \_\_\_\_\_

☐ Revenue Sharing: \$ \_\_\_\_\_

☐ Block Grant: \$ \_\_\_\_\_

20. Indirect costs: ☐ Not Applicable ☐ Used as match: \$ \_\_\_\_\_ ☐ Paid from grant: \$ \_\_\_\_\_

21. Have you contacted the State Historic Preservation Office to obtain a letter of agreement, if applicable? ☐ Yes ☐ No ☐ Not applicable

22. Government Sponsor Assurances: I understand that by making application for Cultural and Aesthetic Project funds from the Cultural Trust Fund, the government sponsor I represent will provide financial and accounting services and will be fiscally and legally responsible for the completion of the project, if funded.

Authorizing Signature of the Governmental Sponsor

Name of Authorizing Signator

Title

Government Sponsor Organization

Address

E-mail Address

Day Phone

Date

## Grantee Assurances:

I assure that no person shall, on the grounds of race, creed, religion, color, sex, physical or mental handicap, age or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity which results from the expenditure of grant funds.

I assure that the organization will comply with the Fair Labor Standards Act in regard to the employment of

professional personnel, mechanics and laborers, and the health safety and sanitary laws of Montana and that this assurance will be provided to the Montana Commissioner of Labor and Industry or the Secretary of Labor upon request.

I assure that the organization will comply with the Hatch Act (5 U.S.C. 1501-1508) and the Intergovernmental act of 1970 as amended by Title VI of the

Civil Service Reform Act and that none of the funds granted will be utilized for lobbying, influencing legislation, or partisan political activity of any kind.

I assure that the organization will comply with the Native American Graves protection and Repatriation Act and Montana's Human Remains and Burial Site Protection Act (MCA 22-3-801 through 22-3-811.)

Address

Project Director Signature

City, State, Zip

Project Director Name (please type or print)

Daytime Phone

Evening Phone

Organization Name

Fax Number

Email Address



# 1) SPECIAL PROJECTS BUDGET OR 2) SPECIAL PROJECTS UNDER \$4,500

Grantee \_\_\_\_\_

Round numbers to the nearest dollar. See page 9 for definitions.

EXPENSES	Proposed FY 2004	Proposed FY 2005	Total
1. Employee Salary & Fringe Benefits			
2. Contracted Services			
3. Space Rental			
4. Travel			
5. Marketing			
6. Remaining Operating Expenses			
7. Capital Expenditures-Acquisitions			
8. Total In-Kind Contributions (Must equal line 18)			
9. Total Operating Expense (Must equal line 20)			
REVENUE			
10. Earned Income: Sales and Memberships			
11. Contracted Services Revenue			
12. Other Revenue—source:			
13. Corporate Support—source:			
14. Foundation Support—source:			
15. Other Private Support—source:			
16. Government Support			
a. Federal—source:			
b. State/Regional—source: (include your grant request in line 19 below, not here)			
c. Local—source:			
17. Applicant Cash			
18. Total In-Kind Contributions (Must equal line 8)			
19. <b>Grant Amount Requested</b> - No greater than the total of lines 10-18.			
20. Total Operating Revenue (Total lines 10-19; must equal line 9)			

Project Start Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Project End Date \_\_\_\_/\_\_\_\_/\_\_\_\_ # Paid Staff Full-Time \_\_\_\_ #Paid Part-Time Staff \_\_\_\_

Has this project been conducted in years prior to the grant period? ☐ Yes ☐ No If yes, # of years \_\_\_\_Will the project continue after the grant period? ☐ Yes ☐ No

If yes, how will it be funded?

Please attach two copies of financial statements for the most recently completed two fiscal years.

Please provide two copies of a brief narrative description in the budget detail about how your grant will be used. See budget detail sample on page 10.

# 3) OPERATIONAL SUPPORT BUDGET

Grantee \_\_\_\_\_

Round numbers to the nearest dollar. See page 9 for definitions.

EXPENSES	Proposed FY 2004	Proposed FY 2005	Total
1. Employee Salary & Fringe Benefits			
2. Contracted Services			
3. Space Rental			
4. Travel			
5. Marketing			
6. Remaining Operating Expenses			
7. Capital Expenditures-Acquisitions			
8. Total In-Kind Contributions (Must equal line 18)			
9. Total Operating Expense (Must equal line 20)			
<b>REVENUE</b>			
10. Earned Income: Sales and Memberships			
11. Contracted Services Revenue			
12. Other Revenue—source:			
13. Corporate Support—source:			
14. Foundation Support—source:			
15. Other Private Support—source:			
16. Government Support			
a. Federal—source:			
b. State/Regional—source: (include your grant request in line 19 below, not here)			
c. Local—source:			
17. Applicant Cash			
18. Total In-Kind Contributions (Must equal line 8)			
19. <b>Grant Amount Requested</b> - No greater than the total of lines 10-18.			
20. Total Operating Revenue (Total lines 10-19; must equal line 9)			

# Paid Staff Full-Time \_\_\_\_\_ #Paid Part-Time Staff \_\_\_\_\_

Has your organization been incorporated for at least 2 years? ☐ Yes ☐ No

If your operation budget for FY2004 will be over 5% higher than FY2003, please explain why on a separate sheet of paper.

Please attach two copies of financial statements for the most recently completed two fiscal years.

Please attach two copies of your budget for your current fiscal year.

Please provide a brief narrative description in the budget detail about how your grant will be used. See budget detail sample on page 10.



# 4) CAPITAL EXPENDITURES BUDGET

Grantee \_\_\_\_\_

Round numbers to the nearest dollar. See page 9 for definitions.

EXPENSES	Proposed FY 2004	Proposed FY 2005	Total
1. Employee Salary & Fringe Benefits			
2. Contracted Services			
3. Space Rental			
4. Travel			
5. Marketing			
6. Remaining Operating Expenses			
7. Capital Expenditures			
a. Acquisitions			
b. Site Purchase & Development			
c. Feasibility Studies & Design Fees			
d. Construction Costs (Labor & Materials)			
e. Capital Expenditures - Other			
8. Total In-Kind Contributions (Must equal line 18)			
9. Total Operating Expense (Must equal line 20)			
<b>REVENUE</b>			
10. Earned Income: Sales and Memberships			
11. Contracted Services Revenue			
12. Other Revenue—source:			
13. Corporate Support—source:			
14. Foundation Support—source:			
15. Other Private Support—source:			
16. Government Support			
a. Federal—source:			
b. State/Regional—source: (include your grant request in line 19 below, not here)			
c. Local—source:			
17. Applicant Cash			
18. Total In-Kind Contributions (Must equal line 8)			
19. <b>Grant Amount Requested</b> - (Each grant dollar requested must be matched by three dollars in cash or in-kind revenue in lines 10–18)			
20. Total Operating Revenue (Total lines 10-19; must equal line 9)			

**CAPITAL EXPENDITURES BUDGET, *continued***

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Project Start Date \_\_\_\_/\_\_\_\_/\_\_\_\_      Project End Date \_\_\_\_/\_\_\_\_/\_\_\_\_      Overall Completion Date \_\_\_\_/\_\_\_\_/\_\_\_\_

# Staff Full-Time \_\_\_\_      # Staff Part-Time \_\_\_\_

Has this project been conducted in years prior to the grant period?    ☐ Yes    ☐ No    If yes, # of years \_\_\_\_

Will the project continue after the grant period?    ☐ Yes    ☐ No

If yes, how will it be funded? \_\_\_\_\_

\_\_\_\_\_

Please attach two copies of financial statements for the most recently completed fiscal year.

Please attach two copies of an itemized budget for operating and maintaining the facility for the year after the project is completed. This budget should consist of items like electricity, water, janitorial items, etc. This is not to be an organizational budget - but an estimate of what it costs to keep the doors open for a year. Include only costs you incur because you own or operate the building.

Please provide a brief narrative description in the budget detail about how your grant will be used. See budget detail sample on page 10.



# FEEDBACK FORUM

(Completion of this form is optional.)

1. Do you have any questions regarding or suggestions for improving our grant application materials?
2. Do you have any suggestions for improving the grant application process?
3. Do you have any suggestions on how the state can improve service to you and the Montana cultural community?

Signature (optional)

# FOR MORE INFO

## **MONTANA ARTS COUNCIL**

PO Box 202201  
316 N. Park Ave., Suite 252  
Helena, MT 59620-2201  
V: 406/444-6430  
T: 711  
FAX: 406/444-6548  
E-mail: [mac@state.mt.us](mailto:mac@state.mt.us)  
[www.art.state.mt.us](http://www.art.state.mt.us)

- *Grants Consultation: Kristin Han-khan@state.mt.us*
- *Budgets, Fiscal Reporting and Payment Information: Carleen Layne-clayne@state.mt.us*
- *Executive Director: Arlynn Fishbaugh-afishbaugh@state.mt.us*

## **MONTANA HISTORICAL SOCIETY**

225 N. Roberts  
Helena, MT 59620  
406/444-2694  
FAX: 406/444-2696

- *Archives & Oral History: Kathryn Otto-444-4775-archives@state.mt.us*
- *Historic Museums and Collections: Susan Near-444-4710-snear@state.mt.us*
- *Director: Arnold Olsen-aolsen@state.mt.us*

## **STATE HISTORIC PRESERVATION OFFICE**

1410 8th Ave  
Helena, MT 59620  
406/444-7715  
FAX: 406/444-6575

Historic Preservation and Archaeology

- *Historical Architect: Herb Dawson-hdawson@state.mt.us*
- *State Historic Preservation Officer: Mark Bauml*

## **MONTANA COMMITTEE FOR THE HUMANITIES**

311 Brantly Hall  
The University of Montana,  
Missoula MT 59812-8214  
406/243-6022 or toll-free in Montana: (800) 624-6001  
FAX: 406/243-4836

Public Programs and Media Productions in the Humanities

- *Executive Director: Mark Sherouse-sherouse@selway.umt.edu*
- *Program Officer: Yvonne Gritzner-ygritznr@selway.umt.edu*

## **MONTANA STATE LIBRARY**

1515 East Sixth St.  
Helena, MT 59620  
406/444-3115  
FAX: 406/444-5612

- *Library Grants: Karen Strege-kstrege@state.mt.us*





# CULTURAL TRUST GRANTS FROM 2002-2003

Grant Category	Grantee	City	Amount	Project Title
Operational Support	Alberta Bair Theater	Billings	\$18,000	Operating Support
Special Projects Under \$4500	All Nations Pishkun Association	Great Falls	\$3,000	Teepee Building Class
Operational Support	Archie Bray Foundation	Helena	\$15,000	Setting the Course for the Next Fifty Years
Capital Expenditure	Arlee Historical Society	Arlee	\$1,655	Replace old furnace
Operational Support	Art Museum of Missoula	Missoula	\$20,000	Operating Support
Operational Support	Artist Group, The	Helena	\$1,600	Artists Group Programming
Special Projects	Artslink, College of Arts & Architecture, MSU	Bozeman	\$5,000	Artslink Operating Support
Capital Expenditure	Belt Public Library	Belt	\$16,500	Belt Library Construction Project
Operational Support	Big Horn Arts & Crafts Assoc/Jailhouse Gallery	Hardin	\$10,000	Operating Support
Capital Expenditure	Billings Preservation Society	Billings	\$20,000	Interior Restoration: Moss Mansion
Operational Support	Billings Symphony Society	Billings	\$20,000	Operating Support for Educational and Outreach
Capital Expenditure	Bitterroot Community Band	Hamilton	\$6,000	Construction of a Community Band Shell
Special Projects	Bozeman Symphony	Bozeman	\$10,000	Educational Outreach Support
Operational Support	Butte Center for the Performing Arts	Butte	\$20,000	Mother Lode Theatre
Operational Support	Butte Symphony Association	Butte	\$15,000	Sustaining the Presence of the Butte Symphony
Capital Expenditure	Butte-Silver Bow Public Archives	Butte	\$20,000	Preserving Butte's Documentary History
Operational Support	Carbon County Historical Society	Red Lodge	\$16,000	Peaks to Plains Staff Support
Capital Expenditure	Cascade Co Historical Society	Great Falls	\$20,000	High Plains Heritage Museum & Archives
Special Projects Under \$4500	Council for the Arts, Lincoln	Lincoln	\$2,500	Standing Ovation Series XII & XIII
Operational Support	Custer County Art Center	Miles City	\$22,000	Avenues To Education-Through the Arts
Capital Expenditure	Daly Mansion	Hamilton	\$20,000	Daly Mansion Restoration Project
Operational Support	Fort Peck Community College	Poplar	\$15,000	Art Supplies and Director Salary
Capital Expenditure	Fort Peck Fine Arts Council	Glasgow	\$16,000	Fort Peck Toilet Room Addition
Special Projects	Glacier Orchestra & Chorale	Kalispell	\$22,000	Bringing NW Montana to Life Through Music
Capital Expenditure	Great Falls Civic Center	Great Falls	\$6,800	Theatre Renovation: Lighting & Sound Enhancement
Operational Support	Great Falls Symphony Assoc	Great Falls	\$12,000	Operating Support for Touring & Outreach
Operational Support	Growth Thru Art District 7 HRDC	Billings	\$20,000	Strengthening Growth Thru Art
Operational Support	Helena Symphony Society	Helena	\$12,000	Arts Education/School Tour & Outreach
Special Projects	Hockaday Museum of Art	Kalispell	\$15,000	Arts Education/School Tour & Outreach
Operational Support	Holter Museum of Art	Helena	\$10,000	Operating Support
Special Projects	KUFM-TV	Missoula	\$11,000	Cultural Documentaries-Television
Special Projects	Lewistown Art Center	Lewistown	\$8,000	Cowboy Poetry Gathering
Capital Expenditure	Liberty Village Arts Center	Chester	\$2,775	Repair & Maintenance Project
Operational Support	Livingston Depot Foundation	Livingston	\$15,000	Operating Support for the museum's exhibition
Special Projects	M C T, Missoula Children's Theatre	Missoula	\$10,000	Rural Montana Tour Project
Special Projects	Madison Valley Cultural Corp	Ennis	\$4,000	Madison River Music Festival
Special Projects Under \$4500	Miles City Preservation Commission	Miles City	\$4,000	Architectural History Reprint
Special Projects	Miles Community College	Miles City	\$6,000	Miles City Speakers Bureau
Special Projects	Mineral Museum	Butte	\$5,000	Minerals, Man, and Montana
Special Projects	Missoula Symphony Association	Missoula	\$5,000	Chamber Orchestra Rural Residencies
Operational Support	Montana Agricultural Center & Museum	Fort Benton	\$12,000	Museum Maintenance and Utilities
Special Projects	Montana Alliance for Arts Education	Kalispell	\$10,000	Arts Education for Today's Students
Operational Support	Montana Art Gallery Dir Assoc	Great Falls	\$25,000	Visual Art Exhibits & Professional Training Supp.
Special Projects	Montana Arts	Bozeman	\$20,000	Two-Part Special Project
Operational Support	Montana Association of Symphony Orchestras	Bozeman	\$15,000	Operating Support
Operational Support	Montana Ballet Company	Bozeman	\$10,000	Operating Support
Special Projects	Montana Committee for the Humanities	Missoula	\$32,000	MCH Speakers Bureau, 2002-2003
Operational Support	Montana Dance Arts Association	Bozeman	\$5,000	Operating Support
Special Projects	Montana Historical Society	Helena	\$20,000	Seeing Montana, 1935-42
Special Projects Under \$4500	Montana Oral History Association	Missoula	\$4,000	Reflections on the Forgotten War
Special Projects	Montana Performing Arts Consortium	Bozeman	\$20,000	Expansion of Rural Community Presenter Support
Special Projects	Montana Repertory Theatre	Missoula	\$20,000	The Montana Arts Adventure Tour
Special Projects Under \$4500	Montana Storytelling Roundup	Cut Bank	\$4,500	Montana Storytelling Roundup
Operational Support	Montana Transport Company	Missoula	\$12,000	2002-2003 Operational Support
Special Projects	Museum of the Rockies	Bozeman	\$10,000	Collection Management Database Upgrade
Capital Expenditure	Paris Gibson Square	Great Falls	\$5,000	Museum Interior Improvements
Special Projects	Rocky Mountain Ballet Theater	Missoula	\$7,000	New Premiere Ballet
Operational Support	Schoolhouse History and Art Center	Colstrip	\$20,000	Educational Arts in Colstrip, Montana
Operational Support	Shakespeare in the Parks	Bozeman	\$18,000	Operating Support
Special Projects Under \$4500	Swan Ecosystem Center	Condon	\$2,800	Swan Valley: A Century of Change
Capital Expenditure	Tobacco Valley Improvement Assoc. Board of Art	Eureka	\$18,000	2001-An Art Space Odyssey in Eureka
Special Projects	V I A S, Inc	Lolo	\$22,000	A Virtual Tour of Great Falls & Vicinity
Special Projects	Valley County Coalition	Glasgow	\$12,000	Artist Residency Project
Operational Support	Vigilante Theatre Company	Bozeman	\$18,000	Operating Support
Special Projects	VSA of Montana	Missoula	\$7,000	Arts Program Stabilization & Development
Operational Support	Western Heritage Center	Billings	\$14,000	Operating Support
Operational Support	Whitefish Theatre Company	Whitefish	\$10,000	Exploring World Cultures Through Music & Dance
Operational Support	Writer's Voice (Billings YMCA)	Billings	\$25,000	Finding Common Ground in an Uncommon Land
Operational Support	Yellowstone Art Museum	Billings	\$20,000	Preserving & Sharing Montana's Cultural Heritage
Operational Support	Yellowstone Ballet Company	Livingston	\$6,000	Operating and Salary Support
Operational Support	Young Audiences of Western Montana	Missoula	\$10,000	YA Artist School Touring Support

51145

Cultural & Aesthetic Projects Advisory Committee  
**MONTANA CULTURAL TRUST**

P.O. Box 202201

316 N. Park Ave., Rm. 252

Helena, MT 59620-2201

406.444.6430

e-mail: [mac@state.mt.us](mailto:mac@state.mt.us)

**POSTMARK DEADLINE: 5:00 pm on August 1, 2002**

BULK RATE
U.S. POSTAGE
PAID
HELENA, MT
PERMIT NO. 89